



# FPM 218 - Business, Cost, and Financial Management

MCI Course Number: 6887

Length: 2 days

## Course Description

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In today's federal environment, projects are initiated because of a determined business need. Project managers need the skills to develop business cases, estimate and manage costs, and determine project performance.

This course provides the foundation for effective cost estimating, Federal budgeting, and implementing EVM on projects. It satisfies the Business, Cost, and Financial Management performance outcomes necessary for the Federal Acquisition Certification for Program and Project Managers (FAC-P/PM) at the mid level.

## Course Learning Objectives

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- Construct and present for evaluation a viable business case based on sound benefit-cost analysis, containing both qualitative and quantitative decision criteria
- Integrate the common forms of cost estimating and cost analysis into the formulation of financial programs and budgets, budget analysis, and execution
- Analyze the Federal budgeting process
- Use Earned Value Management (EVM) to forecast and track program/project performance
- Create an on-the-job action plan

## Intended Audience

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This course is intended for program and project management professionals seeking their FAC-PPM Level 2.

## Prerequisites

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- Students must satisfy the competency requirements for FAC-PPM Level 1

## Pework

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Students must complete the following prior to attending class:

- eLearning module on "The Federal Acquisition Environment"
- Pre-assessment of experience and expertise with relevant FAI Performance Outcomes. A personalized report will be generated for students upon completion of the pre-assessment.

## Course Schedule

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DAY ONE	
MORNING	Lesson 1: Business Cases
LUNCH	
AFTERNOON	Lesson 2: Cost Estimating
DAY TWO	
MORNING	Lesson 3: Federal Budgeting
LUNCH	
AFTERNOON	Lesson 4: Using Earned Value Management
	Action Plan
	Course Exam

## Learning Methods

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Presentation, class discussions, practical activities, group and individual exercises, and action planning for on-the-job implementation.

## Requirements for Successful Completion

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Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

The final exam must be completed with a grade of 80% or higher.

## Credits

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### National Association of State Boards of Accountancy (NASBA)

- Field of Study: Management Advisory Services
- Level: Intermediate
- CPEs: 16

### Professional Development Units (PDUs)

- Credits: 14

### Continuous Learning Points (CLPs)

- Credits: 16

## Third-Party Certification Relationship

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This course addresses the following FAI performance outcomes:

### Business, Cost, and Financial Management

- Integrate the common forms of cost estimating and cost analysis into the formulation of financial programs and budgets, budget analysis, and execution
- Apply the basic concepts of Earned Value Management (EVM), including cost and schedule program status indicators, and illustrate how EVM relates to managing program risk
- Formulate and use cost estimating processes, methods, techniques, and analytical principles
- Employ techniques to adjust program strategies when EVM indicators indicate high risk or threaten a breach of a program threshold
- Assist in the preparation for, and participate in an Integrated Baseline Review (IBR) or similar review for performance measurement
- Track program compliance with applicable federal and agency EVM policies and processes
- Analyze and allocate funds within the appropriation categories and correctly commit and obligate funds from each appropriation
- Apply and track the program according to applicable agency policy for financial planning, programming, budget development, budget execution, and OMB A-11 application
- Construct and present for evaluation a viable business case based on sound cost-benefit analysis, and containing both qualitative and quantitative decision criteria

### IT Core Plus

- Distinguish between automation and Business Process Reengineering and identify/apply when each is the most appropriate/cost-effective IT solution
- Comprehend current federal IT-specific planning and guidance (e.g., Annual Guidance on Exhibit 300, Federal CIO's IT Reform Plan)
- Ability to construct, quantify, and strategize IT benefits to customers and management, along with the costs of inaction with regard to IT (e.g., long-term costs of not upgrading, failure to maintain compatibility, etc.)
- Apply EVM principles to modular development efforts
- Implement a budget to support modular IT development; ability to forecast impacts of budgetary decisions on modular development delivery